

## Wyoming Prevention Framework Community Grant Report

### Attachment B

This report is for this time period

February 2007 - April 30, 2007

Please email this report as an **attachment** to...  
Substance Abuse & Mental Health Services Division,  
Wyo Dept. of Health  
[lisa.laake@health.wyo.gov](mailto:lisa.laake@health.wyo.gov)

For information call 1-800-535-4006  
or 307-777-6494

Today's Date

County

Contract Organization Name

Your Name

Your Mailing Address

City, State, Zip

Your Work Phone Number

Fax

Your Work Email Address

5/10/2007

Lincoln

High Country Counseling & Resource Centers

Carl J Harris

PO Box 376 389 Adams

Afton, WY 83110

307-885-9883

307-885-5206

[prevention@silverstar.com](mailto:prevention@silverstar.com)

**Please keep both a hard-copy and file copy for your records**

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
<b>A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance</b>					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Feb-07	100%	3/11/2007	Sarah Rosas - 30% - sallard@yahoo.com
2	Supervise SPF staff/staff evaluation (note dates and any notes)				2/17/07 Kemmerer, 2/27/07 Pinedale, 3/20/07 Kemmerer, 4/4/07 Kemmerer. Coalition attendance and planning meetings with prevention specialists.
3	Name, title, and phone number of the staff's supervisor				Carl J. Harris - Prevention & Grants Coordinator - 307-885-9883
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)		n/a		
5	Staff training and paid travel (list all training paid under the contract, dates, traveler name, amount)			4/30/2007	Carl J Harris - SAPST Training 3/26-28/07. WFLI Kick-off 3/5-7/07
6	Notify the Division of any board of directors/staffing changes		n/a		
7	Other Contract Work Agreements (report details)				
8	Complete agreement with SPF-TAC				Awaiting Invoice
9	Other				WYSAC awaiting invoice

### B Needs Assessment Activities

1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100%		
2	Needs Assessment Instrument Received	Feb or March 2007	100%	7-Feb	
3	Data Collection		100%	4/27/2007	
4	Data Analysis		100%	4/27/2007	
5	Priorities Identified		100%	4/19/2007	
6	Needs Assessment Sent to SAD	1-Jun-07	100%	4/27/2007	
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
	Revise Needs Assess/Submit Final				
8	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
<b>C Community Infrastructure Activities</b>					
1	Community Advisory Council Activities briefly list CAC activities		100%	4/30/2007	Suicide Training Seminar 2-07, Presentation was given by the Wyoming Tobacco Technical Assistance Consortium 3-07. Needs Assessment Survey and Town Meeting 4-07. Communities at Risk April 25 & 26th
2	Community Advisory Council Meetings List dates & number of people who attended <i>See below for membership report</i>		100%	4/30/2007	2/15/07 - 6 attendees - 3/19/07 - 7 Attendees - 4/19/07 - 5 attendees
3	Budget and Funding Approved by CAC ( <i>attach minutes</i> )				

4	Community Resource Assessment note date and attach report				
5	Present Findings/Process to Community (Optional) local SAPST and/or CADCA Training for SAC/Community			3/29/2007	SAPST Training - Lander - 3/26-29/07
7	Briefly describe how the community was involved in the SPF process during this reporting period			4/30/2007	Needs Assessment Surveys. Law Enforcement Interviews. Court Data. Town Meeting.
8	Other CAC/Infrastructure				Initiating new recruitment efforts

**D Strategic Planning Activity**

	Attend Strategic Planning Training	Jul-07			
	Receive Strategic Planning Materials from SAD				
	Research Evidence Based Strategies				
	Match Strategies to Data/Needs				
	Write Strategic Plan				
	Submit Strategic Plan to SAD				
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

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E	<b>Implementation (only with SAD approval)</b>				

**F Deliverables and Assurances Reports**

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07		15-May-07	
2	May 15: Submit Expenditure Report to SAD	15-May-07		14-May-07	
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07			
8	Provide any other evaluation information				
9	Submit any requested data				
10	Obtain Chapter 16 Prevention Certification				Expires 6/30/07
11	On-Site evaluations or reviews				
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)	Mar-07			Copy previously sent to the division.

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	<b>Other Information</b>				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				
2	Restricted activities (report any approval requested and received for these) fairs/brochures/educational materials media				SPF Grant articles published in March 07. Communities At Risk Seminars covered in local paper.
3	Please note any <b>significant</b> changes from the budget submitted in the application.				
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?			4/27/2007	Sharing the data from the needs assesement to build on the level of community awareness and build momentum towards greater readiness for the strategic process.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				Coalition inactivity and disinterest. Time to recruit a team of my own findings and not those loyal to the past regime. Still strategizing that thought.

